

# AUTHORIZATION AND REQUEST FOR SEARCH OF JUVENILE JUSTICE RECORDS

Juvenile Court: \_\_\_\_\_

Probation Office: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

In accordance with Idaho Code Section 39-1105, every individual thirteen (13) years of age to eighteen (18) years of age who has unsupervised direct contact with children in a day care setting or who is regularly on the premises of a day care facility must complete a criminal history background check that includes a check of the juvenile justice records of adjudications of the magistrate division of the district court, county probation services, and department records ("juvenile justice record").

**In accordance with the above Idaho Code, I am requesting a search of all juvenile justice records for the minor child identified below:**

Name of Minor Child: \_\_\_\_\_ Child's Date of Birth: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

ZIP Code

Name of Daycare Facility: \_\_\_\_\_

Signature of Minor \_\_\_\_\_ Date \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

TO BE COMPLETED BY JUVENILE COURT

TO BE COMPLETED BY JUVENILE PROBATION

☐ No records revealed

☐ No records revealed

☐ Records Attached

☐ Records Attached

Date of Search \_\_\_\_\_

Court Clerk Signature or Initials \_\_\_\_\_

Please return this record request to:

IdahoSTARS  
Daycare Licensing Program  
1471 Shoreline Dr, Suite 202  
Boise, ID 83702

## **Instructions for Search of Juvenile Records**

### Juvenile Court / Probation Office

- Fill in name and address of the court or probation office you are sending the records request form to. Send a separate form to each location.

### Name and date of birth of Minor Child

- Fill in the legal name and date of birth of the minor child you are requesting records for.

### Parent / Guardian

- Fill in the name, address and phone number of the parent/guardian completing and signing the form.

### Signature

- Both the minor child and parent/guardian are required to sign the records request form.

### Mail Form

- Mail completed records request form to each appropriate court or probation office. All records will be returned to IdahoSTARS, Daycare Licensing Program.

For additional information call the Idaho CareLine at 2-1-1